Carrying Point User Guide

for the

Naval Logistics Library

30 May 2003

Table of Contents

Section I:

Accessing the Carrying Point Module

Naval Logistics Library Homepage:
www.nll.navsup.navy.mil

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Naval Supply Systems Command

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Welcome to the Naval Supply Systems Command Naval Logistics Library. The Naval Logistics Library (NLL) is the central link in the Navy publications supply chain. The NLL contains Navy publication knowledge management features and provides supply support for Navy publications, instructions, directives, technical manuals, forms, and other digital documents.

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- Purchase Card
- Recipe Cards
- Contract Management Library
- Contract Support Library
- Contingency Contract Pubs
- Competitive Sourcing/A-76
- P700/Navy Packaging Data
- P2003 Search/Order/Status
- Engineering Drawing Module
- Virtual Bidroom
- Ships Hazardous Material List
- Submarine Material Control List

P2003 Sponsor View / Update

Carrying Point Management

Click here to access the Carrying Point module

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Section II:

Processing Outstanding Transactions

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P2003 Process Requisitions

The P2003 Process Requisitions module allows Carrying Point personnel to process and report status on requisitions, follow-ups, and cancellation requests.

P2003 Processed Requisitions

The P2003 Processed Requisitions report allows Carrying Point personnel to view information on requisitions, follow-ups and cancellation requests which have been processed.

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Click here to view transactions awaiting processing and to enter status.

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🖱 ❶ Step One

The following search criteria can be used to retrieve specific items from the ___ ___. Any combination of the search criteria can be provided. Descriptions are provided for each crit___ **The character "%" can be used as a wildcard.** Please remember these queries are <u>not case</u> ___.

Requisition Number [   ]

Family Number [   ]

Pub Number [   ]

Stock Number [   ] [Search Now] [Reset]

Type of Transaction [All ▼]
- All
- Requisitions (A0/A4)
- Follow-up's (AF/AT)
- Cancellation Request (AC/AK)

Carrying Point [▼]

💬 **Le__e all the fields blank to retrieve all outstanding transa__ions.**

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* Instructions *

● Click on the field title to view a description of that field.

● All fields will return exact matches unless the wildcard (%) is used. Click here to view samples of wildcard searches.

You may search by Requisition Number, Family Number, Pub Number, Stock Number, or any combination. Queries are not case sensitive.

Leave all fields blank and click here to retrieve all outstanding transactions.

You may limit your search to only Requisitions, Follow-ups, or Cancellation Requests.

Click on the field title to view a description of that field.

NLL, Element Description - Microsoft Internet Expl...

Naval Logistics Library, Field/Element Information

📖 The **Carrying Point** is the activity, other than a DLA Warehouse, which has responsibility for the distribution of the publication.

✔ **Click to Close Window**
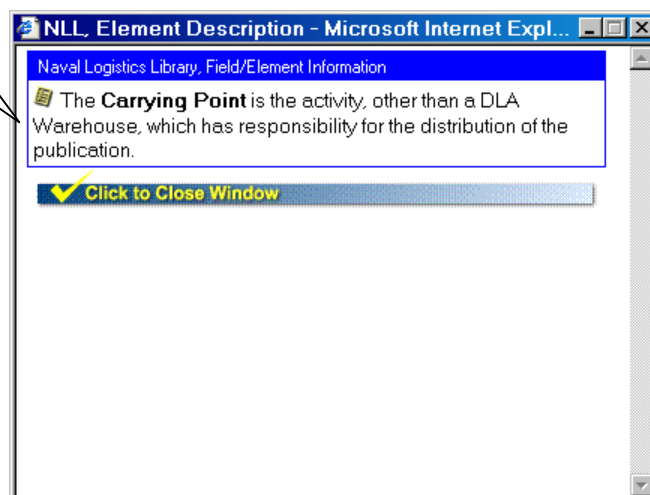
Searching the NLL.

The NLL is designed to return exact matches when searching. The wildcard, a percent sign (%), may be used when searching by Requisition Number, Family Number, Pub Number, and/or Stock Number. The following are examples of wildcard searches:

No wildcard returns an exact match.

Requisition Number R033631261QA03
Family Number
Pub Number
Stock Number   Search Now   Reset

View MILSTRIP

A04NFZS0896LP8237700 EA00001R033631261QA03NYQATPLD 0I 03281 0129920   View / Provide Status

1 - 1 of 1 Record(s)

A wildcard at the end returns everything beginning with the letters/numbers/symbols you entered.

Requisition Number R03363%
Family Number
Pub Number
Stock Number   Search Now   Reset

View MILSTRIP

A04NFZS0896LP8237700 EA00001R033631261QA03NYQATPLD 0I 03281 0129920   View / Provide Status

A04NFZS0816LP0029440 EA00003R033631266QA08NYQATPLD 0I 02286 0525168   View / Provide Status

1 - 2 of 2 Record(s)

A wildcard at the beginning and end returns everything with the letters/numbers/symbols you entered in the middle.

Requisition Number %1261%
Family Number
Pub Number
Stock Number   Search Now   Reset

View MILSTRIP

A01NFZS0816LP0067890EA00001N62758126108 04 YPL244D12 0INO212291 0035056   View / Provide Status
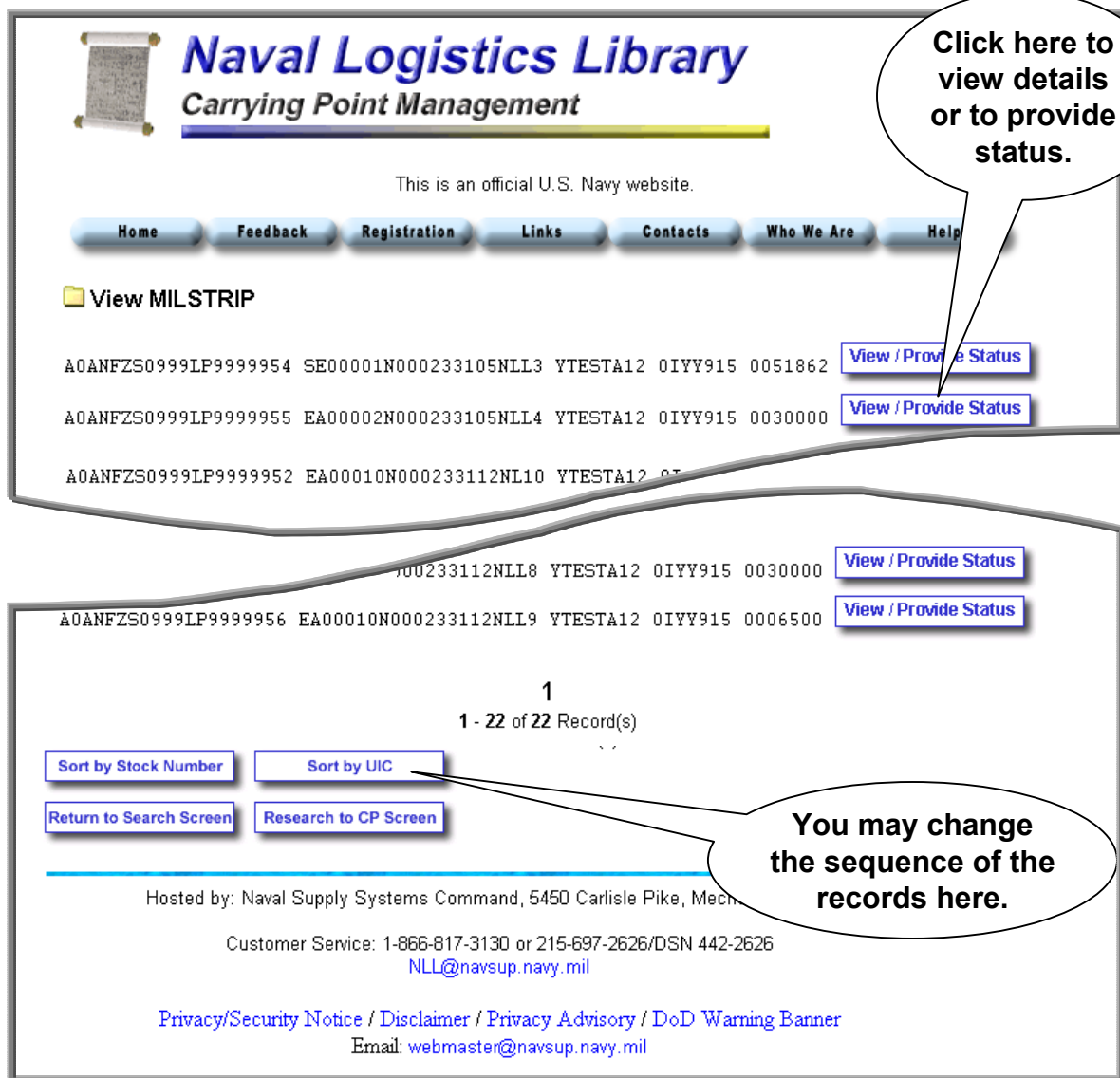
A04NFZS0896LP8237700 EA00001R033631261QA03NYQATPLD 0I 03281 0129920   View / Provide Status

1 - 2 of 2 Record(s)

All records which match your search criteria will be displayed.

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📁 View MILSTRIP

Click here to view details or to provide status.

A0ANFZS0999LP9999954 SE00001N000233105NLL3 YTESTA12 0IYY915 0051862 [View / Provide Status]

A0ANFZS0999LP9999955 EA00002N000233105NLL4 YTESTA12 0IYY915 0030000 [View / Provide Status]

A0ANFZS0999LP9999952 EA00010N000233112NL10 YTESTA12 0I...

...00233112NLL8 YTESTA12 0IYY915 0030000 [View / Provide Status]

A0ANFZS0999LP9999956 EA00010N000233112NLL9 YTESTA12 0IYY915 0006500 [View / Provide Status]

1
1 - 22 of **22** Record(s)

[Sort by Stock Number] [Sort by UIC]

[Return to Search Screen] [Research to CP Screen]

You may change the sequence of the records here.

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All transactions must be responded to within 7 days of appearing on this screen. Responses are accomplished by sending status as described below and on the following pages.

✓ Requisitions (A0/A4). All requisitions should be filled and shipping status sent. If shipment cannot be accomplished within the 7 days, Supply Status must be sent to the Customer informing them of the delay or, if the requisition cannot be filled, Supply Status must be sent canceling the requisition.

✓Follow-ups (AF/AT). Follow-ups are requests for status and they must be responded to, even if status has already been sent. If the requisition has not yet been shipped, every effort should be made to provide the Customer with a realistic estimated shipping date in the Supply Status.

✓Requests for Cancellation (AC/AK). If shipment has already been made, Supply Status must be sent to the Customer with Status Code "B8", indicating that the cancellation could not be accomplished. If shipment has not been made, every effort should be made to stop the issue process and send Supply Status with Status Code "BQ", indicating that the requisition has been canceled.

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📁 **View Details**

Type of Transaction:	REQUISITIONS	**Supplementary Address:**	YTEST
Stock Number:	0999LP9999954	**Signal Code:**	A
Unit of Issue:	SE	**Project Code:**	YY9
Quantity:	1	**Priority:**	15
Quantity Shipped:	0	**Quantity Denied:**	0
Requisition Number:	N000233105NLL3	**RDD/Transaction Date:**	
Suffix Code:		**Advice/Status Code:**	

Pub Number: LAURIE CP03
Family Number: LAURIE CP03
Security Classification: Unclassified
Distribution Statement: C - Distribution authorized to U.S. Government agencies and their contractors.

[View UIC]

Click here to view the shipping address.

⊙ **Provide Shipment Status** *(green dots indicate mandatory entries)*

●**Quantity:** `1`
Suffix:
Shipped Hold Code: `N/A`
●**Date Shipped:**
●**Transportation Control Number:** `N000233105NLL3`
●**Mode of Shipment:** `5 - surface small package carrier` ▾
Port of Embarkation:

Click here to provide Shipping Status.

○ **Provide Supply Status** *(green dots indicate mandatory entries)*

●**Quantity:** `1`
Suffix:
●**Status Code:** `B8 - Quantit...` ccomplished.
Estimated Shipping Date:

Click here to provide Supply Status.

[Submit]

[Return to Search Screen]   [Return to Carrying Point Sc...]

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NLL, DoDAAC Information - Microsoft Internet Expl... 🔲🔲✖

Naval Logistics Library, DoDAAC or MAPAC information
✔**Mailing Address:**
  NAVAL SUPPLY SYSTEMS COMMAND
  P O BOX 2050
  5450 CARLISLE PIKE
  MECHANICSBURG PA 17055-0791
✔**Freight Address:**
  No Address Available

✔ **Click to Close Window**

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📁 View Details

Type of Transaction:	REQUISITIONS	**Supplementary Address:**	YTEST
Stock Number:	0999LP9999954	**Signal Code:**	A
Unit of Issue:	SE	**Project Code:**	YY9
Quantity:	1	**Priority:**	15
Quantity Shipped:	0	**Quantity Denied:**	0
Requisition Number:	N000233105NLL3	**RDD/Transaction Date:**	
Suffix Code:		**Advice/Status Code:**	

Pub Number: LAURIE CP03
Family Number: LAURIE CP03
Security Classification: Unclassified
Distribution Statement: C - Distribution authorized to U.S. Government contractors.

[View UIC]

> **Green dots indicate mandatory entries.**

⊙ **Provide Shipment Status** *(green dots indicate mandatory entries)*

- **Quantity:** `1`
- **Suffix:** `         `
- **Shipped Hold Code:** `N/A`
- **Date Shipped:** `         `
- **Transportation Control Number:** `N000233105NLL3XXX`
- **Mode of Shipment:** `5 - surface small packa`
- **Port of Embarkation:** `     `

○ **Provide Supply Status** *(green dots indicate mand...*

- **Quantity:** `1`
- **Suffix:** `         `
- **Status Code:** `B8 - Quantity requested for cancellation was not accomp`
- **Estimated Shipping Date:** `          `

[Submit]

[Return to S... Screen] [Return to Carrying Point Scrn]

NLL, Element Description - Microsoft Internet Expl...

Naval Logistics Library, Field/Element Information

📄 The **Suffix Code** is used to identify separate partial supply actions taken on the originial requisition without losing the identity of the original requisition number.

✔ **Click to Close Window**

> **Click on any field title to view a description of that field.**

> **Click here once you have entered the status information.**

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📁 View Details

> ✏️ **Data Submission Error:** Please correct the following errors and re-submit data.
>
> 1. **DATE SHIPPED:** invalid date - date format required dd-mmm-yyyy.

Type of Transaction:	REQUISITIONS	**Supplementary Address:**	YTEST
Stock Number:	0999LP9999954	**Signal Code:**	
Unit of Issue:	SE	**Project Code:**	
Quantity:	1	**Priority:**	1
Quantity Shipped:	0	**Quantity Denied:**	0
Requisition Number:	N000233105NLL3	**RDD/Transaction Date:**	
Suffix Code:		**Advice/Status Code:**	

Pub Number: LAURIE CP03
Family Number: LAURIE CP03
Security Classification: Unclassified
Distribution Statement: C - Distribution authorized to U.S. Government agencies and
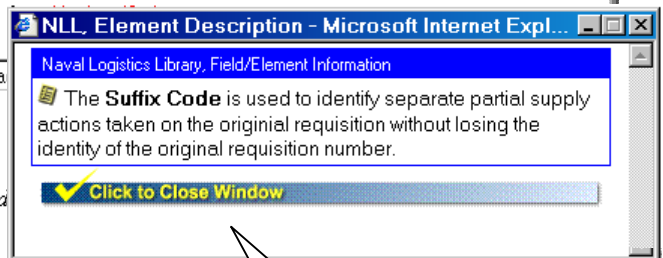contractors.

[View UIC]

An error message will appear if your entries are incomplete or invalid.

◉ **Provide Shipment Status** (*green dots indicate mandatory entries*)

●**Quantity:** [1]

Suffix: [ ]

[ ]

●**Status Code:** [B8 - Quantity requested for cancellation was not accomplished.]

Estimated Shipping Date: [ ]

[Confirm Updates]

You will see "Confirm Updates" once all your entries are correct. Click here to send the status.

[Return to Search Screen] [Return to Carrying Point Scrn]

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12
30 May 03

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>> The following status has been submitted. <<

>> AS8 S0999LP9999954 SE00001N000233105NLL3 YTEST 12 0I130N000233105NLL3XXX5 <<

View Details

Type of Transaction:	REQUISITIONS	**Supplementary Address:**	YTEST
Stock Number:	0999LP9999954	**Signal Code:**	A
Unit of Issue:	SE	**Project Code:**	YY9
Quantity:	1	**Priority:**	15
Quantity Shipped:	0	**Quantity Denied:**	0
Requisition Number:	N000233105NLL3	**RDD/Transaction Date:**	
Suffix Code:		**Advice/Status Code:**	

Pub Number:	LAURIE CP03
Family Number:	LAURIE CP03
Security Classification:	Unclassified
Distribution Statement:	C - Distribution authorized to U.S. Government agencies and their contractors.

The status will be transmitted to the customer.

View UIC

⦿ Provide Shipment Status *(green dots indicate mandatory entries)*

●**Quantity:**	1
Suffix:	
Shipped Hold Code:	N/A
●**Date Shipped:**	
●**Transportation Control Number:**	N000233105NLL3XXX
●**Mode of Shipment:**	5 - surface small package carrier
Port of Embarkation:	

○ Provide Supply Status *(green dots indicate mandatory entries)*

●**Quantity:**	1
Suffix:	
●**Status Code:**	B8 - Quantity requested for cancellation was not accomplished.
Estimated Shipping Date:	

Submit

Return to Search Screen | Return to Carrying Point Scrn

If shipment cannot be accomplished within 7 days, you must send Supply Status advising the customer of the delay. If no status is sent within 7 days, a notice will be sent to the Sponsor.

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Section III:
View Processed Transactions

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P2003 Process Requisitions

The P2003 Process Requisitions module allows Carrying Point personnel to process and report status on requisitions, follow-ups, and cancellation requests.

P2003 Processed Requisitions

The P2003 Processed Requisitions report allows Carrying Point personnel to view information on requisitions, follow-ups and cancellation requests which have been processed.

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Click here to view transactions which have already been processed.

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👆 ❶ **Step One**

The following search criteria can be used to retrieve specific items from the ~~database~~. Any combination of the search criteria can be provided. Descriptions are provided for each criteria field. **The character "%" can be used as a wildcard.** Please remember these queries are not case sensitive.

You may enter a date range in addition to the normal search fields.

Processed Dates [   ] to [   ]

Requisition Number [   ]

Family Number [   ]

Pub Number [   ]

Stock Number [   ] [Search Now] [Reset]

Type of Transaction [All ▼]

Status [All ▼]

| All |
| Completed (shipped or canceled) |
| In Process (supply status sent) |
| Not Processed (no status sent) |

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* **Instructions** *

● Click on the field title to view a description of that field.

● All fields will return exact matches unless the wildcard (%) is used. Click here to view samples of wildcard searches.

💬 **If all fields are left blank, the search will default to transactions processed today.**

You may limit your search to Completed, In Process, or Not Processed.

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All records which match your search criteria will be displayed.

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📁 **View Processed Requisitions**

A0ANFZS0999LP9999954 SE00001N000233105NLL3 YTESTA12 0IYY915 0051862   View

Shipping status entered for a qty of 1 on 11 May 2003
B8 status on 16 Apr 2003
BA status on 16 Apr 2003
A0ANFZS0999LP9999955 EA00002N000233105NLL4 YTESTA12 0IYY915 ___000   View
BD status on 16 Apr 2003
BA status on 16 Apr 2003

1
1 - 2 of **2** Record(s)

| Sort by Stock Number | Sort by UIC |
| Return to Search Screen | Return to CP Scre... |

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Click here to view details.

The most recent status will appear at the top.

The NLL sends "BA" status as soon as the requisition passes validation and is sent to this module for issue.

16
30 May 03

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📁 View Details

Pub Number:	LAURIE CP03
Title:	CP Test
Security Classification:	Unclassified
Stock Number:	0999LP9999954
Requisition Number:	N000233105NLL3
Quantity:	00001
Priority:	15
Required Delivery Date:	
Signal Code:	A
Advice Code:	
FMS:	NO

View UIC

Return to Carrying Point Scrn   Return to Search Screen

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📁 General P2003 Stock Information

Title:	CP Test
Pub Number:	LAURIE CP03
Stock Number:	0999LP9999954
Replaced By Stock Number:	N/A
Sponsor:	Misc (33)

📁 Detailed Information

Record Type	Active	Basic/Change:	Basic, Revision, or P/U Revision
Date of Publication:	18-May-62	Change Number:	0
Media Type:	Microfilm Cartridge	Number of Pages:	5
Unit of Issue:	Set	Commercial Price:	$518.62
Quantity Per Unit of Issue:	N/A	Foreign Military Sale Price:	$804.59
New Item?:	No	Frozen Item?:	No
Backorders Accepted?:	No, this is a Carrying Point item	Date of Freeze:	N/A
Date of Backorder Restriction:	2003-04-15 00:00:00	Authorized Services/Agencies:	All Services/Agencies
Security Classification:	Unclassified	Max Order Quantity:	100
Ship Type:	N/A	Manufacturer Code:	N/A
Hull Type:	N/A	Model Number:	N/A
Weapon Systems Code:	N/A		
Remarks:	N/A		

CLOSE

Section IV: Glossary

- A -

Advice Code. Advice Codes provide additional information about the requisition but are not normally used for publications and directives. A complete list of advice codes can be found in the NAVSUP P485 Volume II.

Authorized Services/Agencies. This identifies the services and/or agencies which are authorized to order the item.

- B -

Backorder. Requisitions are placed in a Backorder Status when the publication is not in stock. Once stock becomes available, the requisition is released from Backorder and forwarded for issue. Backorders apply only to publications stocked in the DLA warehouse.

Backorders Accepted? This indicates when a situation has occurred which prevents backorders from being accepted. When a Backorder Restriction exists, any requisitions which are submitted when there is no stock available will be canceled.

Basic/Change. A Basic publication is a complete document as originally written, revised or reprinted.   A Change is a document which, in itself, is incomplete but is intended to be inserted into the Basic document.

- C -

Carrying Point. The activity, other than a DLA Warehouse, which has responsibility for the distribution of the publication.

Cancellation Request. A MILSTRIP transaction sent by the customer requesting cancellation of a previously submitted requisition. The first Cancellation Request will begin with Document Identifier AC_, a Follow-up to a previously submitted Cancellation Request will begin with Document Identifier AK_. Both are handled the same for publications and directives. The format is as follows:

Position	Description
01-03	Document Identifier (AC_ or AK_)
04-06	Routing Identifier Code of activity to receive the transaction
07	Media & Status Code
08-20	Stock Number
21	Blank
22	First digit of the Sponsor Code for FMS, otherwise blank
23-24	Unit of Issue
25-29	Quantity to be canceled
30-43	Requisition Number
44	Suffix Code from most recent status received, Demand Code if no status received
45-50	Supplementary Address
51	Signal Code
52-53	Fund Code
54	Distribution Code
55-56	Cognizance Symbol
57-59	Project Code
60-61	Priority
62-64	Transaction Date
65-66	Status Code from most recent status received, Advice Code or blank if no status received for
67-69	Routing Identifier Code from most recent status received, blank if no status received
70-73	Estimated Shipping Date from most recent status received, blank if no status received
74-80	Unit Price

Change Number. The sequential number/letter of a change to a basic publication.

Cognizance Symbol. The Cognizance Symbol identifies the Inventory Manager of an item. The cognizance symbol "0I" is used for the Naval Logistics Library.

Commercial Price. The selling price of the item. This cost includes printing, warehousing (when applicable), distribution and development. For government services/agencies, publications and directives are issued free of charge.

- D -

Date of Backorder Restriction. The date on which an item was placed in a backorder restriction status.

Date of Freeze. The date on which an item was placed in a freeze status.

Date of Publication. The date on which the initial publication, revision, or reprint was signed by the approving authority.

Date Shipped. The date on which the material was actually shipped.

Demand Code. All requisitions in the NLL are processed as recurring demand items, therefore, the Demand Code will automatically be set to "R".

Distribution Code. The Distribution Code, when applicable, is used to identify a monitoring activity. When a code is entered in a requisition, the activity identified by the code will receive 100% supply and shipment status. A complete list of Distribution Codes may be found in the NAVSUP P-485, Volume II.

Distribution Statement Code. The Distribution Statement Code indicates the scope of distribution, release and disclosure. For further information see DoD 5230.25-PH.

- A   Approved for public release, distribution is unlimited
- B   Distribution authorized to U.S. Government agencies only
- C   Distribution authorized to U.S. Government agencies and their contractors
- D   Distribution authorized to DoD and DoD contractors only
- E   Distribution authorized to DoD components only
- F   Further dissemination only as directed by the Sponsor
- X   Distribution authorized to U.S. Government agencies and private individuals or enterprises eligible to obtain export-controlled technical data in accordance with regulations implementing 10 U.S.C.

Document Identifier (DI). The Document Identifier is a three digit code which explains why the document is being transmitted. A complete listing may be found in the NAVSUP P-485, Volume II.

- A0_   Requisition
- A4_   Referral Order
- AC_   Request for cancellation of a requisition
- AE_   Supply status
- AF_   Requisition follow-up
- AK_   Follow-up on request for cancellation of a requisition
- AS_   Shipment status
- AT_   Requisition follow-up, treat as a requisition if no record of original requisition

DoDAAC. The Department of Defense Activity Address Code consists of the 1 digit Service Designator Code followed by the 5 digit Unit Identification Code (UIC).

- E -

Estimated Shipping Date. When available, this will be the date on which it is estimated that the material will be shipped.

- F -

Family Number. The publication number of the Basic Publication in the series.

Follow-up. A MILSTRIP transaction sent by the customer requesting updated status on a previously submitted requisition. Follow-up's with Document Identifier AT_ are also a request to treat the AT transaction as a requisition if there is no record of the original requisition. The format is as follows:

Position	Description
01-03	Document Identifier (AF_ or AT_)
04-06	Routing Identifier Code of activity to receive the transaction
07	Media & Status Code
08-20	Stock Number
21	Blank
22	First digit of the Sponsor Code for FMS, otherwise blank
23-24	Unit of Issue
25-29	Quantity
30-43	Requisition Number
44	Suffix Code for AF_: Demand Code for AT_
45-50	Supplementary Address
51	Signal Code
52-53	Fund Code
54	Distribution Code
55-56	Cognizance Symbol
57-59	Project Code
60-61	Priority
62-64	Transaction Date from most recent status received, blank if no status received for AF_; Required Delivery Date for AT_
65-66	Status Code from most recent status received, blank if no status received for AF_; Advice Code for AT_
67-69	Routing Identifier Code from most recent status received, blank if no status received for AF_; blank for AT_
70-73	Estimated Shipping Date from most recent status, blank if no status received for AF_; blank for AT_
74-80	Unit Price

Foreign Military Sale (FMS) Price. The selling price of the item for Foreign Military Sales. This should be the commercial price plus the cost of sanitizing the document.

Frozen Item? This indicates when a situation has occurred which prevents orders from being processed. When an item is frozen, any requisitions submitted will be held until the freeze is removed.

Fund Code. The Fund Code is a two digit code identifying the account to be charged for the requisition. A Fund Code is not required for free issue publications and directives.

- H -

Hull Type. When applicable, this will indicate the type of hull which the publication/directive pertains to.

- J -

Julian Date. The Julian date is a three digit number identifying the sequential number of the day within the year. In requisitions, the Julian date is preceded by the last digit of the year (see Section V).

- M -

Media & Status Code (M&S). The Media & Status Code identifies who will receive status, the type of status they will receive, and how they will receive it. The following chart shows the M&S codes used in requisitioning:

Type of status How status will be received	Status will be sent to the:			
	Requisitioner as indicated in positions 30-35	Supplementary Addressee as indicated in positions 45-50	Requisitioner and the Supplementary Addressee	Monitoring Activity as indicated in position 54
All status sent by:				
GSA Form 10050	A	H	G	n/a
Defense Messaging Service	S	U	F	0
Mailed Document	T	V	n/a	n/a
All supply status sent by:				
Defense Messaging Service	B	D	n/a	n/a
Mailed Document	C	E	n/a	n/a
All exception status sent by:				
GSA Form 10050	J	Q	P	n/a
Defense Messaging Service	K	M	Z	Y
Mailed Document	L	N	n/a	n/a
Exception supply status sent by:				
Defense Messaging Service	2	4	n/a	n/a
Mailed Document	3	5	n/a	n/a

Manufacturer Code. When applicable, this will indicate the manufacturer of the equipment which the publication/directive pertains to.

Max Order Quantity. The maximum quantity of a publication which may be ordered within a 90 day period.

Media Type. The format which the item is produced as, i.e. paper, CD-ROM.

Mode of Shipment. The method by which the material is being shipped. A complete listing may be found in the NAVSUP P-485, Volume II.

4	Armed Forces Courier Service
5	surface small package carrier
6	Military Official Mail (MOM)
7	Express Mail
9	Local delivery by truck
F	Air Mobility Command special assignment airlift mission
G	surface parcel post
H	air parcel post
J	air small package carrier
N	LOGAIR
P	Government Bill of Lading
T	Air Freight Forwarder
X	Customer pick-up
Z	Air Mobility Command

Model Number. When applicable, this will indicate the model number which the publication/directive pertains to.

- N -

New Item? Yes will appear when the item is new and not yet available for distribution.

Number of Pages. The actual number of pages in the publication. Pages which are printed on both sides count as 2 pages, fold-outs count as 6 pages.

- P -

Port of Embarkation (POE). For overseas shipments only, this identifies the port at which the shipment will begin.

Priority. The Priority Designator is determined by combining the activity's assigned Force/Activity Designator (F/AD) and the appropriate Urgency of Need Designator (UND) as shown in the table below. For instance, if you are ordering for a F/AD III activity, and the item is needed on a routine basis, you would enter "13" in the priority field. Additional information can be found in the NAVSUP P485 Volume I.

Force/Activity Designator:	Urgency of Need Designator (UND):		
	A - Unable to Perform Mission	B - Impaired Operational Capability	C - Routine
I	01	04	11
II	02	05	12
III	03	06	13
IV	07	09	14
V	08	10	15

- P (cont) -

Project Code. The Project Code is a mandatory entry for all Navy activities. Project Codes identify special projects, operations, exercises and maneuvers. If this field is left blank in an online requisition, "YY9" will be automatically entered, indicating that this is a miscellaneous requirement which is not otherwise classified.

Pub Number.   The publication/directive number as assigned by the sponsor.

- Q -

Quantity. The quantity of publications requested and/or being supplied of the item.

Quantity Per Unit of Issue. This identifies how many individual items there are in a unit of issue. For instance, a package may contain 100 individual items.

Quantity Shipped. The total quantity of all publications shipped under the requisition number.

- R -

Required Delivery Date (RDD). A Required Delivery Date will be entered in a requisition only when the Standard Delivery Date (SDD) is not satisfactory. An RDD earlier than the SDD will be entered as the three digit Julian date by which the item is required, and may be used only under one of the following conditions:

   a. The scheduled deployment departure date for a ship or aircraft is such that future replenishment from the current supply source will no longer be practical;

   b. An operational deployment force is scheduled for deployment by a fixed date, which is earlier than the Standard Delivery Date;

   c. An emergency requirement exists for medical and disaster supplies to save life or prevent suffering and disaster.

The RDD field may also be coded to indicate expedited handling (NORS, ANORS, NMCS, ANMCS, PMCS, BROAD ARROW), and to indicate when a delivery later than the SDD is desired. Refer to the NAVSUP P485, Volume I for more information.

Record Type. This indicates whether the item is active or canceled (with or without replacement).

Remarks. Additional information provided by the Sponsor of the publication/directive.

Replaced by Stock Number. When applicable, the new stock number which replaces (supercedes) the item.

- R (cont) -

Requisition/Referral Order. A MILSTRIP transaction sent by the customer requesting the issue of an item. Requisitions begin with Document Identifier A0_, Referral Orders begin with Document Identifier A4_. Both are handled the same for publications and directives. The format is as follows:

Position	Description
01-03	Document Identifier (A0_ or A4_)
04-06	Routing Identifier Code of activity to receive the transaction
07	Media & Status Code
08-20	Stock Number
21	Blank
22	First digit of the Sponsor Code for FMS, otherwise blank
23-24	Unit of Issue
25-29	Quantity requested
30-43	Requisition Number
44	Demand Code for A0_; Suffix Code for A4_
45-50	Supplementary Address
51	Signal Code
52-53	Fund Code
54	Distribution Code
55-56	Cognizance Symbol
57-59	Project Code
60-61	Priority
62-64	Required Delivery Date
65-66	Advice Code
67-73	blank
74-80	Unit Price

Requisition Number. The Service Designator Code, UIC, Julian Date and Serial Number make up the requisition number.

Routing Identifier Code (RIC). The Routing Identifier Code is a three-digit code which identifies an address. A complete listing may be found in the NAVSUP P-485, Volume II.

AN5   DLA Warehouse, PA
NFZ   Naval Logistics Library
SAF   Defense Automated Printing Service

Security Classification. This indicates the degree of protection required in the interest of national security in accordance with the provisions of DoD 5200.1-R, Information Security Program.

Serial Number. The originator of a requisition will assign a four digit Serial Number. The Serial Number may be alphabetic or numeric (alphas "I" and "O" are prohibited) but may never be duplicated on the same day.

Service Designator Code. The Service Designator Code identifies a service or element of a service. The following are the codes used in position 30 of a requisition:

A, B, C, W	Army (see NAVSUP P485 Vol II for specific use of each code)
D, E, F	Air Force (see NAVSUP P485 Vol II for specific use of each code)
G	General Services Administration (GSA)
H	Other DOD Activities (see NAVSUP P485 Vol II for specific use of each code)
K	Marine Corps FMS and MAP Grant Aid
L	Marine Corps Contractors
M	Marine Corps
N	Navy Ashore Activities (may be used by fleet operating forces when specifically designated)
P	Navy FMS and MAP Grant Aid
Q	Navy Contractors
R	Navy Pacific Fleet Operating Units
S, T, U	Defense Logistics Agency (DLA) (see NAVSUP P485 Vol II for specific use of each code)
V	Navy Atlantic Fleet Operating Forces
Z	Coast Guard

Ship Type. When applicable, this will indicate the type of ship which the publication/directive pertains to.

Shipment Hold Code. The Shipment Hold Code identifies the reason for holding cargo at the shipping activity after it has been made ready for shipment.

A	Shipment consolidation
B	Awaiting carrier equipment
C	Awaiting traffic release
D	Diversion to surface shipment instead of air due to challenge by air clearance authority
E	Challenge by air clearance authority
F	Embargo
G	Strike, riot, civil commotion
H	Acts of God
J	Customer cancellation request received
K	Diversion to surface shipment instead of air due to size, weight, or hazard class
L	Delay approved by customer
M	Delayed to comply with delivery dates at destinations/outloading terminals
N	Diversion to air shipment (priority upgrade)
Z	Hold will be for less than 24 hours

Signal Code. The Signal Code identifies which activity the material will be shipped to, and which activity the material will be billed to. The following Signal Codes are used for on-line requisitioning:

Code	Item will be shipped to:	Item will be billed to:
A	Requisitioner in positions 30-35	Requisitioner in positions 30-35
B	Requisitioner in positions 30-35	Supp Address in positions 45-50
C	Requisitioner in positions 30-35	Fund Code in positions 52-53
D	Requisitioner in positions 30-35	No billing required
J	Supp Address in positions 45-50	Requisitioner in positions 30-35
K	Supp Address in positions 45-50	Supp Address in positions 45-50
L	Supp Address in positions 45-50	Fund Code in positions 52-53
M	Supp Address in positions 45-50	No billing required

Sponsor. The first digit of the Sponsor Code identifies the Owner of the publication/directive, the second digit identifies the Manager.

Status. In the Carrying Point Module, this is the most recent status of the transaction.

Completed   Entire quantity has been shipped and/or canceled

In Process   Supply status has been provided but the item has not been shipped

Not Processed   No status has been provided

Status Code. Status Codes provide information concerning the action being taken on the requisition. Below are the status codes which may be found in the Carrying Point module. For a complete listing, refer to the NAVSUP P-485, Volume II.

B8   Quantity requested for cancellation was not accomplished

BA   Being processed for release and shipment

BD   Delayed due to need to verify requirements

BQ   Canceled due to Customer or Sponsor request

CJ   Rejected, item is obsolete

CV   Rejected, the item is not yet available. The Estimated Shipping Date (ESD) reflects the date when the item will be available

Stock Number. Stock Numbers are assigned to items in order to provide a unique means of identification. An "LP" in the 5th and 6th positions indicates that the item is a publication, an "LD" indicates a directive.

Suffix Code. A suffix code is used when a requisition is being filled in 2 or more shipments. Suffix Code "A" is normally used for the first shipment, "B" for the second shipment, and so on.

- S (cont) -

Supplementary Address. The first position of the Supplementary Address field must contain a Service Designator Code or a "Y" as follows:

   - When the Signal Code indicates that the item will be shipped to, and/or billed to the supplementary addressee (Signal Codes B, J, K, L or M), the appropriate activity's Service Designator Code plus Unit Identification Code will be entered here.

   - When the Media & Status Code indicates that status should be sent to the supplementary addressee (M&S Codes D, E, F, G, H, M, N, P, Q, U, V, Z, 4 or 5), the appropriate activity's Service Designator Code plus Unit Identification Code will be entered here.

   - If neither of the above apply, this field may be used for internal information such as a division or a stock location. When used for internal information, the letter "Y" must be entered in position 45 to indicate that the information in positions 46-50 is not significant to anyone but the originator.

- T -

Title. The name of the publication/directive as printed on the front cover/page.

Transaction Date. The date on which the transaction was created.

Transportation Control Number. The Transportation Control Number (TCN) is a 17 digit number used to control and track the shipment from origin to destination. The TCN will be constructed as follows:

digits 1-14	Requisition Number
digit 15	Suffix Code, if no Suffix Code use "X"
digit 16	Partial Shipment Code: "X" will be used if the entire quantity is being sent in a single shipment. If the quantity is filled in multiple shipments, "A" will be entered for the first partial shipment, "B" for the second partial shipment, and so on.
digit 17	"X"

Type of Transaction. There are three types of transactions in the Carrying Point Module:

Requisitions (A0/A4)	Requests for publications/directives
Follow-ups (AF/AT)	Requests for status on previously submitted requisitions
Cancellation Requests (AC/AK)	Requests to cancel previously transmitted transactions

- U -

Unit Identification Code (UIC). The Unit Identification Code is a five digit code which identifies a specific activity. Navy UIC's are contained in the Navy Comptroller Manual, Volume II, Chapter 5. The Service Designator Code, plus the Unit Identification Code, make up the DoDAAC (Department of Defense Activity Address Code).

Unit of Issue. This identifies how the item will be dispensed.

Unit Price. The commercial price of a publication or, for FMS, the FMS price.

- W -

Weapons Systems Code. When applicable, this will indicate the code of the weapon systems which the publication/directive pertains to.

Section V:

Julian Date Calendar

Perpetual

Day	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Day
1	001	032	060	091	121	152	182	213	244	274	305	335	1
2	002	033	061	092	122	153	183	214	245	275	306	336	2
3	003	034	062	093	123	154	184	215	246	276	307	337	3
4	004	035	063	094	124	155	185	216	247	277	308	338	4
5	005	036	064	095	125	156	186	217	248	278	309	339	5
6	006	037	065	096	126	157	187	218	249	279	310	340	6
7	007	038	066	097	127	158	188	219	250	280	311	341	7
8	008	039	067	098	128	159	189	220	251	281	312	342	8
9	009	040	068	099	129	160	190	221	252	282	313	343	9
10	010	041	069	100	130	161	191	222	253	283	314	344	10
11	011	042	070	101	131	162	192	223	254	284	315	345	11
12	012	043	071	102	132	163	193	224	255	285	316	346	12
13	013	044	072	103	133	164	194	225	256	286	317	347	13
14	014	045	073	104	134	165	195	226	257	287	318	348	14
15	015	046	074	105	135	166	196	227	258	288	319	349	15
16	016	047	075	106	136	167	197	228	259	289	320	350	16
17	017	048	076	107	137	168	198	229	260	290	321	351	17
18	018	049	077	108	138	169	199	230	261	291	322	352	18
19	019	050	078	109	139	170	200	231	262	292	323	353	19
20	020	051	079	110	140	171	201	232	263	293	324	354	20
21	021	052	080	111	141	172	202	233	264	294	325	355	21
22	022	053	081	112	142	173	203	234	265	295	326	256	22
23	023	054	082	113	143	174	204	235	266	296	327	357	23
24	024	055	083	114	144	175	205	236	267	297	328	358	24
25	025	056	084	115	145	176	206	237	268	298	329	359	25
26	026	057	085	116	146	177	207	238	269	299	330	360	26
27	027	058	086	117	147	178	208	239	270	300	331	361	27
28	028	059	087	118	148	179	209	240	271	301	332	362	28
29	029		088	119	149	180	210	241	272	302	333	363	29
30	030		089	120	150	181	211	242	273	303	334	364	30
31	031		090		151		212	243		304		365	31

Leap Year

(years which are divisible by 4, i.e. 2000)

Day	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Day
1	001	032	061	092	122	153	183	214	245	275	306	336	1
2	002	033	062	093	123	154	184	215	246	276	307	337	2
3	003	034	063	094	124	155	185	216	247	277	308	338	3
4	004	035	064	095	125	156	186	217	248	278	309	339	4
5	005	036	065	096	126	157	187	218	249	279	310	340	5
6	006	037	066	097	127	158	188	219	250	280	311	341	6
7	007	038	067	098	128	159	189	220	251	281	312	342	7
8	008	039	068	099	129	160	190	221	252	282	313	343	8
9	009	040	069	100	130	161	191	222	253	283	314	344	9
10	010	041	070	101	131	162	192	223	254	284	315	345	10
11	011	042	071	102	132	163	193	224	255	285	316	346	11
12	012	043	072	103	133	164	194	225	256	286	317	347	12
13	013	044	073	104	134	165	195	226	257	287	318	348	13
14	014	045	074	105	135	166	196	227	258	288	319	349	14
15	015	046	075	106	136	167	197	228	259	289	320	350	15
16	016	047	076	107	137	168	198	229	260	290	321	351	16
17	017	048	077	108	138	169	199	230	261	291	322	352	17
18	018	049	078	109	139	170	200	231	262	292	323	353	18
19	019	050	079	110	140	171	201	232	263	293	324	354	19
20	020	051	080	111	141	172	202	233	264	294	325	355	20
21	021	052	081	112	142	173	203	234	265	295	326	356	21
22	022	053	082	113	143	174	204	235	266	296	327	257	22
23	023	054	083	114	144	175	205	236	267	297	328	358	23
24	024	055	084	115	145	176	206	237	268	298	329	359	24
25	025	056	085	116	146	177	207	238	269	299	330	360	25
26	026	057	086	117	147	178	208	239	270	300	331	361	26
27	027	058	087	118	148	179	209	240	271	301	332	362	27
28	028	059	088	119	149	180	210	241	272	302	333	363	28
29	029	060	089	120	150	181	211	242	273	303	334	364	29
30	030		090	121	151	182	212	243	274	304	335	365	30
31	031		091		152		213	244		305		366	31